

## **Plan Review & Construction Permit Fees and Other Associated Costs**

Fees are charged for a variety of services provided with construction permitting. OCI plan review and permit fees cover the cost of plan review (no formal plan review or plan review fees are required for 1 & 2 family residential construction or remodeling), as well as inspection for compliance with City ordinances and requirements during construction. OCI permit fees may be paid with cash, check or most credit cards. Below is a list of fees and other costs that may be associated with OCI construction permit applications/permits.

- Building Plan Review Fee – This fee is only charged for “commercial” construction/remodeling projects, and is collected when project plans are submitted for a building permit. The basic plan review fee is 65% of the base building permit fee (see below). Additional plan review fees may be charged for “progress prints” or “conditional”/phased building permits.
- Building Permit Fee – Building permit fees for both one and two-family and commercial construction are based on project value as determined from the square footage of new construction or additions, or on a valid construction contract cost, and for remodeling, on the value of a valid construction project contract.

### *Helpful Hints:*

- *Plan review fees must be paid at the time of plan submittal. Prior to preparing a check, contact the Permit Desk at (316) 268-4461 to ensure the plan review fee amount is correct.*
- *Building permit fees are paid at the time a conditional or full building permit is issued. Before preparing a check, it is also beneficial to contact the Permit Desk at (316) 268-4461 to ascertain the current building permit fee amount.*

- Trade permit fees (electrical, mechanical, plumbing, lawn irrigation, sewer, fire alarm and sprinkler systems)
  - For one and two family construction/remodeling, these trade permit fees may be included as part of a single “combination” residential building permit, and are based on a percentage of the building permit value. In this case, the trade fees are collected as part of the one and two-family residential building permit.
  - For commercial construction projects, and for any trade permit not associated with a residential “combination” building permit (such as water heaters, furnaces, new electrical circuits and panels, etc.), separate trade permits are issued with fees calculated from the number and size of water heaters, furnaces, electrical circuits, outlets, electric service panels, etc.
- Wrecking/Demolition Permits
  - For building demolitions, permit fees are based on the square footage of the building being demolished.
  - For interior demolition work where the building will remain (interior wall coverings, partition walls, etc.), the permit fee is based on the value of a valid demolition contract cost.
- Grading/Excavation/Fill Permits – These fees are generally included in the base fees for a building permit application. However, when a building permit is only for grading, excavation or fill, the fee is based on the number of cubic yards included in the grading, excavation or filling operation.
- Parking Lot Permits – Parking lot permits that are not associated with construction of a new building, an addition or a building remodeling project are issued as building permits. The permit fee is based on the number of parking lot spaces.
- Temporary Electrical Construction Service is \$10 for one and two-family construction and \$10 - \$25 for commercial construction.

- Water and Sewer Department Tap Fees, and Water Plant and Sewer Plant Equity Fees for New Construction – At the time of permit issuance for new building construction, “tap” fees and “plant equity fees” for water and sewer facilities will also be collected. For further details on these fees, call the Wichita Water & Sewer Department Administration Office at (316) 268-4555, or the Office of Central Inspection Sewer Permit Desk at (316) 268-4341.
- Water and Sewer Department fees for public sanitary sewer or water lateral and/or main extensions, paid “in lieu of” long-term real estate property tax special assessments – These fees *may* be charged when a building or sanitary sewer permit is issued for a new building construction project, and are charged on properties that were not included in, or opted out of participation in an earlier “special assessment benefit district” for sanitary sewer or water main and/or lateral extensions. For further details on these fees, call the Wichita Water & Sewer Department Administration Office at (316) 268-4555.
- Private Construction of Public Infrastructure Improvements by Private Contract or “Private Utility Project” Review Fees – For many building projects, particularly new commercial construction projects or large additions to existing commercial facilities, an additional set of engineered plans may be required to be submitted to the Public Works/Engineering Office for review and approval. Such “Private Utility Plans” are required for all public utility improvements constructed under private contract in public easements or rights-of-way, and include water lines, storm drain/drainage systems, sanitary sewer and paving improvements. In addition, some of these privately contracted public improvement installations on private property that are NOT in public easements or rights-of-way are also required to submit “private utility projects” to Public Works/Engineering for review (depending on the size of the lines or the amount of drainage from the project). Submission of such project plans may occur prior to or concurrent with submission and review of a building permit application. However, in nearly all cases, the “private utility projects” must be submitted and approved prior to release of any building permits.

For detailed information on “Private Utility Project” plan review fees and approval processes, call the Wichita Public Works/Engineering Office at (316) 268-4235.

*Helpful Hints:*

*Commercial building permit projects, especially for new construction and large commercial additions, must frequently provide separate engineered drawings to the Public Works/Engineering Office for review and approval. Often, this is not realized or initiated until after the building permit application/plans have been submitted for review, causing possible significant delays in issuance of conditional or full building permits. This is another reason to check with OCI Plans Examination at (316) 268-4477 or Public Works/Engineering at (316) 268-4235 prior to submission of building permit plans, and/or to schedule a “Preliminary Project Review” as outlined in Step 2 in this Chapter.*